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› Shintenchi High Back Executive Office Chair Instruction Manual

Shintenchi STC-BGY002

Shintenchi High Back Executive Office Chair Instruction Manual

Model: STC-BGY002

1. INTRODUCTION

Thank you for choosing the Shintenchi High Back Executive Office Chair. This manual provides essential information for the safe assembly, operation, and maintenance of your new chair. Please read these instructions carefully before use and retain them for future reference.



Image 1.1: The Shintenchi High Back Executive Office Chair, designed for comfort and support in a home or office environment.

2. SAFETY INFORMATION

- **Weight Capacity:** Do not exceed the maximum weight capacity of 330 pounds (150 kg).
- **Assembly:** Ensure all screws and bolts are securely tightened before using the chair. Periodically check and re-tighten as needed.
- **Usage:** Use the chair only for its intended purpose. Avoid standing on the chair, using it as a step stool, or leaning excessively to one side.
- **Children:** Keep children away from the chair during assembly. Do not allow children to play on or with the chair.
- **Floor Protection:** While the wheels are designed for smooth movement, consider using a chair mat on delicate flooring to prevent scratches.
- **Moving the Chair:** When moving the chair, lift it rather than dragging it to prevent damage to the base or floor.

3. PACKAGE CONTENTS

Please verify that all components are present before beginning assembly. If any parts are missing or damaged, contact customer support.

- Backrest
- Seat Cushion
- Armrests (2)
- Gas Lift Cylinder
- Star Base
- Casters (5)
- Mechanism Plate
- Hardware Pack (screws, washers, Allen wrench)
- User Manual (this document)

4. ASSEMBLY INSTRUCTIONS

Assembly typically takes 15-30 minutes. It is recommended to assemble the chair on a soft, clean surface to prevent damage.

1. **Attach Casters to Base:** Insert each of the five casters into the holes at the end of each leg of the star base. Push firmly until they click into place.
2. **Insert Gas Lift:** Place the gas lift cylinder into the center hole of the assembled star base.
3. **Attach Mechanism Plate to Seat:** Align the mechanism plate with the screw holes on the underside of the seat cushion. Ensure the front of the mechanism (usually indicated by an arrow or 'FRONT' label) faces the front of the seat. Secure with screws and washers using the provided Allen wrench.
4. **Attach Armrests to Seat:** Attach the armrests to the sides of the seat cushion using the designated screws. Do not fully tighten yet.
5. **Attach Backrest to Armrests and Seat:** Align the backrest with the armrests and the rear of the seat cushion. Secure the backrest to the armrests and then to the seat using the remaining screws. Once all screws are in place, fully tighten all armrest and backrest screws.
6. **Connect Seat Assembly to Gas Lift:** Carefully place the assembled seat and backrest onto the gas lift cylinder, ensuring the center hole of the mechanism plate aligns with the top of the gas lift. Press down firmly to secure.

Product Dimensions



Load capacity:
264.5 lbs to 330.6 lbs



Image 4.1: Exploded view of chair components and overall dimensions (28.7"D x 28.7"W x 48.62"H).

5. OPERATING INSTRUCTIONS

Your Shintenchi Executive Office Chair offers several adjustment features for personalized comfort.

5.1. Seat Height Adjustment

To adjust the seat height, lift the lever located on the right side beneath the seat. While seated, lift the lever to lower the seat. To raise the seat, lift the lever while standing or with minimal weight on the seat.

5.2. Tilt and Recline Function

The chair features a 3-level tilt mechanism, allowing recline from 90° (work) to 135° (rest). Pull the lever on the left side beneath the seat outwards to unlock the rocking function. Push the lever inwards to lock the chair in an upright position. The chair can be locked at 90°, 110° (read), and 135° (rest) angles.

Adjustable Lumbar

1 important function
with 2 adjustments



Seat Height Adjustment



Rocking Pressure Adjuster

Image 5.1: Illustration of the chair's three lockable tilt positions for varied focus levels.

5.3. Rocking Pressure Adjustment

The round knob located beneath the front of the seat controls the rocking tension. Turn the knob clockwise to increase tension (making it harder to rock) or counter-clockwise to decrease tension (making it easier to rock).

Upgraded Chair Components

Smooth, silent wheels
suitable for all floor types

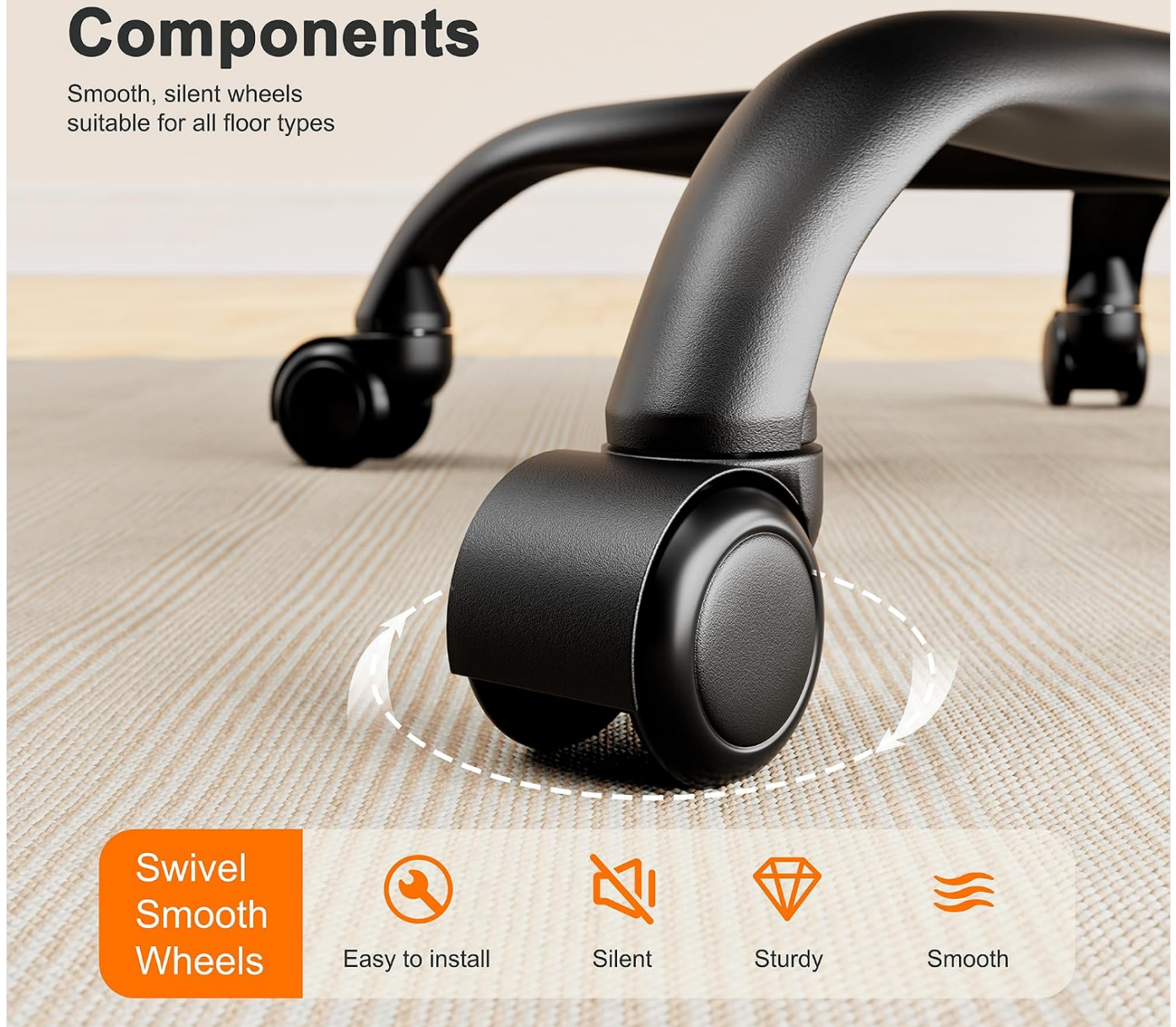


Image 5.2: Detailed view of the seat height adjustment lever and the rocking pressure adjuster knob.

5.4. Swivel Function

The chair features a 360° swivel function, allowing for easy rotation without moving the base.

5.5. Padded Armrests

The chair is equipped with fixed, padded armrests for comfort and support.

6. MAINTENANCE

- **Cleaning:** The PU leather surface can be easily wiped clean with a damp cloth. Avoid using harsh chemicals or abrasive cleaners, which may damage the material.
- **Hardware Check:** Periodically check all screws and bolts to ensure they remain tight. Re-tighten as necessary to maintain stability and safety.
- **Caster Care:** Keep the casters free of hair, dust, and debris to ensure smooth rolling. You may occasionally clean the caster wheels with a damp cloth.

- **Gas Lift:** The gas lift is a sealed unit and requires no maintenance. Do not attempt to disassemble it.



Image 6.1: The chair's durable casters are designed for smooth and silent movement on various floor types.

7. TROUBLESHOOTING

Problem	Possible Cause	Solution
Chair feels wobbly or unstable.	Loose screws or bolts.	Check and re-tighten all assembly screws, especially those connecting the armrests, backrest, and mechanism plate.
Seat height adjustment not working.	Gas lift not properly engaged or damaged.	Ensure the gas lift is fully inserted into the base and mechanism. If the issue persists, the gas lift may need replacement. Contact customer support.

Problem	Possible Cause	Solution
Chair does not rock or rocks too easily/stiffly.	Rocking tension knob incorrectly adjusted or tilt lever locked.	Adjust the rocking tension knob beneath the seat. Ensure the tilt lock lever is pulled outwards to enable rocking.
Casters do not roll smoothly.	Debris caught in casters or casters not fully inserted.	Remove any hair or debris from the caster wheels. Ensure casters are fully pushed into the star base.
Squeaking noises.	Loose connections or friction between parts.	Re-tighten all screws. A small amount of silicone lubricant can be applied to moving parts (e.g., where the gas lift meets the mechanism) if the noise persists.

8. SPECIFICATIONS

- **Brand:** Shintenchi
- **Model Name:** High Back Executive Office Chair
- **Model Number:** STC-BGY002
- **Material:** Faux Leather (PU), Sponge Fill, Stainless Steel Frame
- **Color:** Black
- **Product Dimensions (D x W x H):** 28.7" x 28.7" x 44.69" - 48.62"
- **Seat Depth:** 20.47 inches
- **Item Weight:** 38 pounds
- **Maximum Weight Recommendation:** 330 pounds
- **Features:** Adjustable Height, Adjustable Recliner (90°-135°), Padded Arm Rests, Ergonomic Design, 360° Swivel, Tilt Lock, Rocking Function
- **Recommended Uses:** Gaming, Office, Home Office, Conference Room, Study Room
- **Surface Recommendation:** Hard Floor (casters designed for smooth movement)
- **Indoor/Outdoor Usage:** Indoor
- **Product Care Instructions:** Wipe Clean
- **UPC:** 840544696662

9. WARRANTY AND SUPPORT

For warranty information or technical support, please contact Shintenchi customer service. Details can typically be found on the product packaging or the official Shintenchi website. Please have your model number (STC-BGY002) and purchase date ready when contacting support.

Contact Information: Refer to your purchase documentation or the manufacturer's website for the most current contact details.

ASK A QUESTION ABOUT THIS MANUAL

Ask about setup, troubleshooting, compatibility, parts, safety, or missing instructions. Manuals+ will review the question

and use this page's manual context to help answer it.

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After a successful submission, we securely hash the supplied account or form email before sending it to Microsoft Advertising for conversion attribution. [Privacy details](#).

Question

Example: How do I reset this device or fix this error?

Details

Model number, symptoms, what you tried, or the section of the manual you are using.

Submit question

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